

**HOUSING SERVICES DEPARTMENT
SECTION 8 OFFICE
307 RIVERVIEW
WICHITA, KS 67203
316.268.4683 (VOICE) 316.337.9703 (FAX)**

**OWNER/AGENT
CHANGE OF ADDRESS OR PHONE FORM**

The Housing Services Department, Section 8 Office, requires the below information to change owner/agent address and phone number. This information is important in order to process your monthly housing assistance payments. Future monthly Housing Assistance Payments will be processed as indicated below:

NAME:

ADDRESS:

CITY:

STATE:

ZIP:

HOME PHONE:

WORK PHONE:

CONTACT PERSON (IF ANY):

PLEASE INDICATE BELOW THE SOCIAL SECURITY NUMBER OR FEDERAL TAX ID NUMBER THAT MATCHES THE ABOVE INDIVIDUAL OR COMPANY (IF THE ACCOUNT HAS BEEN SET UP IN MORE THAN ONE NAME, PLEASE INDICATE WHOSE ID NUMBER APPEARS BELOW):

SOCIAL SECURITY NUMBER:

FEDERAL TAX ID NUMBER:

YOU WILL RECEIVE A FORM FROM THE CITY OF WICHITA, WHICH WILL ASK TO VERIFY THE ABOVE NUMBER. IF THE ABOVE NUMBER DOES NOT EXACTLY MATCH THE ABOVE NAMED INDIVIDUAL OR COMPANY, THE IRS WILL PENALIZE YOU \$50.00.